

Anti-rodent Charter - Notes for Application (*For Residential Estates/Buildings*)

1. About “Anti-rodent Charter”

- 1.1 The Food and Environmental Hygiene Department (“FEHD”) has launched the “Anti-rodent Charter” for residential premises to raise residents’ awareness and cultivate their good habits on maintaining environmental hygiene, so as to help build a rodent-free environment.
- 1.2 By signing the Charter, the property management companies/owners’ corporations/residents’ organisations of residential premises are committed to -
- assigning one to two anti-rodent liaison ambassadors to coordinate anti-rodent efforts in their residential estates/buildings;
 - carrying out regular inspections and arranging necessary repair and maintenance works for the facilities, and ensuring suitable cleaning/refuse removal of the residential estates/buildings;
 - implementing anti-rodent measures within the residential estates/buildings (please refer to “Rodent-proofing Measures in Residential Premises” and “Checklist for Anti-rodent Work (Residential Estates/Buildings)”);
 - monitoring the service quality and performance of the hired pest control service contractors;
 - maintaining the relevant records of pest control work properly; and
 - conveying anti-rodent messages to residents through promotion and education, encouraging them to improve environmental conditions and cultivate habits of maintaining good personal hygiene and a clean environment.
- 1.3 Apart from property management companies/owners’ corporations/residents’ organisations, the FEHD also accepts applications from the operating organisations of other residential premises, including transitional housing projects and estates of other subsidised housing schemes, or their representatives to sign the Charter.
- 1.4 The FEHD will publish the participant list of the Charter online.

- 1.5 Participants of the Charter will be presented with a certificate and stickers for display in their premises;
- 1.6 Anti-rodent liaison ambassadors will be invited to attend seminars on pest control organised by the FEHD and issued with attendance certificates.

2. Application Method

2.1 Submission of Application

- Please complete the application form (Annex) and submit it together with the required documents to the Pest Control Advisory Section of the FEHD by email or fax (email: anti_rodentcharter@fehd.gov.hk; fax: 2314 3413).
 - Please note that all parts of Part A, Part B (including Items I and II) and the Declaration of the application form must be completed. If any item is not applicable or the information concerned cannot be provided, please fill in “N.A.”.
 - When submitting the application, please state “Application for Signing the Anti-Rodent Charter” as the subject title.
 - Successful applicants will receive a [confirmation email].
- 2.2 Please ensure that the information provided is complete and accurate, or the FEHD may not be able to process your application.
 - 2.3 If there is a need to change any information provided in the application form, please notify the FEHD by email or fax, specifying the effective date of the change and providing relevant supporting documents (if applicable) for processing (email: anti_rodentcharter@fehd.gov.hk; fax: 2314 3413).
 - 2.4 Applications are on a per-estate or per-building basis; duplicate applications will not be entertained. The FEHD reserves all rights, including the right to disqualify any approved participants of the Anti-rodent Charter.

3. Statement on Collection of Personal Data

3.1 Purpose of collection

The FEHD and relevant government departments will use the personal data and other relevant information provided in the application forms to process the applications. Applicants can decide whether to provide personal data and other relevant information in the application forms or apply to the FEHD to keep some of the information confidential and not make it public. However, the applications may not be processed without sufficient and correct information.

3.2 Public information

The FEHD may file the application forms and supporting documents and may also compile the personal data and other relevant information provided in the application forms into a list/directory of participating residential premises of the “Anti-rodent Charter” for public inspection. The submitted information may also be handed over to other departments/organisations/persons for verification or application-related purposes.

3.3 Access to personal data

According to the Personal Data (Privacy) Ordinance (Cap. 486), applicants have the right to request access to and correct the personal and other relevant information provided. Such requests should be made in writing to the FEHD.

4. **Contact us**

4.1 Please contact us for any enquiries through the following methods:

Tel: 3188 2406

Fax: 2314 3413

Email: anti_rodentcharter@fehd.gov.hk